



TITLE I TIDBITS

Title Parent Night Compliance Docs

Remember to send your compliance documentation after your family event is completed.

- Invitations (English/Spanish)
- RSVP's (English/Spanish)
- Sign-in sheets
- Evaluation/Survey forms/online results

The only Title account that requires approval is your 9211 account. Once you've spent that one down, you won't have to do the Happy Fox request anymore BUT you WILL still be required to submit all compliance docs for Title Parent Nights throughout the rest of the year.



SOS Signal

Business Services is now sending out their **SOS Signal** Newsletter. Please be sure to read it to find the Finance Dept's **Bottom Line Bulletin** and our **Grant Central Station** section and stay caught up on all things financial from Central Admin.

Parent Involvement Supplies & Materials purchasing allowability

When planning your next Parent Event and need to submit a request for supplies please consider if your items are reasonable, allowable and hold educational value. On your request form, invites, and posters, in place of using unallowable phrases like gift bags/baskets, door prizes, or incentives, use phrases like "family tool kits" or "family engagement kits" to support engagement at home. But remember that if Title isn't able to approve it you can still purchase it with your own funds.

Show Me the Money!

It's time to spend down! Many of you still have Parent Involvement funds that need to be spent. Please consider using these funds for your next event.

Whether it's a Principal's Coffee or next holiday event, remember to submit your requests at least a week PRIOR to ordering. Purchasing costs can be adjusted according to Rsvp's as they come in.

If you need a refresher on how to submit a request, please do not hesitate to call Leslie Safley at 520-2419 for some one on one training.

